



DEPARTMENT OF THE AIR FORCE
AIR UNIVERSITY (AETC)

27 June 2001

MEMORANDUM FOR CAP/EX/DO

CAP-USAF LR/CCs/XO

FROM: CAP-USAF/CC

SUBJECT: Guidelines for Approving Civil Air Patrol Counterdrug Flights

1. In light of a recent Department of Justice memorandum clarifying who may and may not obligate the government, CAP-USAF must revise current procedures for granting Air Force-assigned mission status to CAP Counterdrug (CD) flights.
2. Currently some customer requests come directly to CAP's Chief of Counterdrug Operations (CAP/DOC) while other requests for support come to Drug Enforcement Administration (DEA), US Customs Service (USCS), US Forest Service (USFS) or Joint Task Force 6 (JTF-6). While the requests that come to these government agencies are not a problem per se, the requests delivered to CAP/DOC must be approved by CAP-USAF in the future.
3. Effective 9 July 2001, CAP/DOC may not issue any single or block AF mission numbers directly to requestors without explicit CAP-USAF approval. "Block" mission numbers will only be given to DEA, USCS, USFS, and JTF-6, who may, in turn, re-issue those mission numbers but only in accordance with the guidelines in the attachment to this memorandum. All other agencies requesting CAP support, including National Guard (NG) and US Coast Guard (USCG), will forward requests for mission approval through CAP/DOC to CAP-USAF. CAP/DOC will assign mission numbers to requests and then forward the requests to the CAP-USAF Liaison Region Commander (LR/CC) or Liaison Region Operations Officer (LR/DO) in whose region the mission will primarily occur. All CD missions carrying non-federal, -state or -local government passengers require CAP-USAF/XO approval. Requests should be delivered to CAP-USAF seven working days prior to launch but approving officials may accept less if mission dictates. Approving officials should make every effort to return a mission decision within two days of receipt but no later than five working days prior to launch. Electronic mail is the preferred method of request and approval but telefax or telephone call may be accepted. Mission decisions, whether verbal or telefax, must always be followed up with a positive e-mail confirmation to CAP/DOC by the approving official. Liaison Region approving officials may notify applicable Liaison Officers as desired.
4. After CAP/DOC receives CAP-USAF mission approval, he will notify the requestor or wing CDO of approval or disapproval and coordinate support with the appropriate CAP unit. CAP/DOC will file a copy of approval or disapproval with every mission requested. Files should be maintained in complete fiscal year sets for two years. Mission requests may be submitted on the CAP Form 84, *Counterdrug Mission Flight Plan/Briefing Form* or in plain English via email.

Requestors or CAP/DOC may initiate the CAP Form 84. CAP-USAF approving officials should address requests for further information to the CAP Wing CD Officer or the agency requesting support.

All requests must contain the following information:

- Requesting agency and requestor's name and phone number
- Date of request and date mission will be flown
- Conditions of flight, i.e., night, mountainous, IFR, or overwater
- Aircraft to be used and whether corporate- or member-owned
- Expected flight duration and cost per flying hour, if known at the time of request
- Any planned remain overnight stays (RONs)
- All planned sortie information to include originating, enroute and destination airfields and mission objective for each leg
- Plain English description of mission objective. List all non-CAP passengers by name and indicate their purpose for being on the aircraft. If a twin-engine aircraft is required, give rationale and hourly rate. Include any assigned Federal Case Numbers. Transportation requests should include cost comparisons in accordance with Attachment 1.

5. Requests for training exercises and evaluations (CAP Forms 10) will continue to be approved under the current process.

6. CAP-USAF and other federal government agency approving officers must evaluate and approve requests for Air Force mission approval in accordance with the guidelines in Attachment 1.

7. If you have any questions regarding this policy change or its implementation, please contact CAP-USAF/XO, Lt Col John Dean, at DSN 493-7467 or (334) 953-7467.



DENNIS B. PARKHURST, Colonel, USAF
Commander

Attachment:

Guidelines for Approving CAP Counterdrug Missions

cc:

DEA, Office of Aviation Operations

USCS, National CAP Program Manager

USFS, Operation Alliance and EPIC Representative

JTF-6, California Team

CAP COUNTERDRUG MISSION APPROVAL GUIDANCE

1. All Air Force-assigned counterdrug missions must have a counterdrug “nexus”, that is, they must involve counterdrug operations.
2. Valid operations include:
 - Marijuana Eradication - flights conducted to detect suspicious vegetation or likely growing areas for marijuana
 - Aerial Reconnaissance - flown to detect potential drug operations or gather intelligence on isolated areas known to be used by drug traffickers. Also flown on a recurring basis to examine border crossing areas.
 - Marine Reconnaissance - routine reconnaissance to detect and identify waterborne vessels or in the area of coastal areas to identify and report suspicious marine activity
 - Airport Reconnaissance - recurring or periodic reconnaissance of airports or their surrounding access routes for evidence or likelihood of use for drug trafficking
 - Airfield Photography - conducted to locate, identify, photograph and catalog charted and uncharted airfields and landing strips
 - Video or Digital Photography - flown to document previous or current conditions of areas or facilities
 - Communications Support - usually flown in remote locations to provide an aerial communication relay platform
 - Radar Evaluation - flown to calibrate and test air defense radars and provide interceptor training
 - Aerial Training of Law Enforcement Agents - conducted to train agents in the use of aircraft for operational missions
 - Drug Demand Reduction - Orientation flights in conjunction with DDR program events for CAP cadets are permitted. For transportation of DDR personnel and materials to DDR events a cost comparison with commercial travel should be conducted. Transportation requests may be approved when no expeditious commercial means of transportation is available.
 - Transportation Missions - may be conducted under limited circumstances as described in paragraphs 8-10 of this attachment
3. Carriage of explosives is expressly forbidden. Law enforcement agents may carry loaded weapons aboard CAP CD mission aircraft.
4. Extra fuel, external to the aircraft fuel tanks, may only be carried in accordance with the restrictions of 49 CFR 173.20.
5. Flight over foreign countries is forbidden. Flight over US domestic, US territorial or international waters is permitted.
6. Carriage of prisoners and informants is prohibited.

7. CAP cadets may not participate in any counterdrug mission except those conducted exclusively under the auspices of the Drug Demand Reduction program.
8. Transportation missions may be conducted under limited circumstances. Particular attention must be given to ensure the flight is not conducted merely to save the customer time or because there is no requirement for reimbursement. CAP transportation support shall not be utilized if commercial service is able to meet the traveler's departure and arrival requirements in a 24-hour period unless CAP support is more cost effective or an operational necessity or emergency exists.
9. Transportation requests for travel to give speeches, attend conferences or meetings or make site visits to facilities may be approved if CAP airlift support **is shown** to be more cost effective. Transportation of drug detecting dogs and their handler(s) is permitted. Carriage of cargo, confiscated items or evidence is permitted provided that cargo is associated with a specific planned or actual operation or trial, or has special security requirements.
10. Every transportation flight carrying non-CAP passengers must be piloted by an FAA-certified Commercial Pilot with an Instrument rating and at least a second-class medical certificate.
11. For cost comparisons, requestors will use CAP flying hour cost data (including any positioning or repositioning flying hours) from CAPR 173-3, *Payment for Civil Air Patrol Support*, and compare it to the total cost for the party to use commercial air travel at available coach fare rates. For cost comparisons, rental cars, fuel, lodging, meals and other incidentals may be considered.
12. Requests from CAP to fly transportation missions for CAP personnel must also include cost comparison with commercial carriers. Do not approve requests where commercial sources present a significant cost saving over a counterdrug-funded aircraft.
13. All CD missions carrying non-federal, -state or -local government passengers require prior CAP-USAF/XO approval.
14. CAP-USAF/XO may consider requests, on a case by case basis, for exceptions or missions not covered in this attachment.